



Committee called to order by Heather Leavell, Co-Chairman, on April 10, 2012 at 7:15 p.m.

Members present: Heather Leavell, Co-Chair, Aimee Taberner, Co-Chair, Sarah Burks, Co-Chair, Roly Chaput, Christine Sharbrough, Jacqueline Bates, Terry Shaoul, Recording Secretary. Members Absent: Paul McGaffigan, Treasurer, Dan Johnson, Geraldine Tremblay. Advisor: James McGough, Trustee Emeritus.

The meeting was convened in the Native American Gallery to view our newest acquisition - a plaster "Massasoit" on loan to us for a year from Mr. Lawrence Bearfield.

**Minutes of February 14, 2012** - S. Burks made a motion to approve the minutes of February 14, 2012 as corrected. H. Leavell second. Unanimously approved.

**Minutes of March 13, 2012** - Were unavailable at this time.

**Treasurer's Report** - J. McGough gave a brief verbal report in P. McGaffigan's absence. Bills - Received bill from W. B. Mason for office supplies in the amount of \$198.69. S. Burks made a motion to recommend that the corporation pay W. B. Mason \$198.69. H. Leavell second. Unanimously approved. H. Leavell presented a bill from Overnight Print for the Paul Revere postcard in the amount of \$167. T. Shaoul made a motion to recommend that the corporation pay Overnight Print in the amount of \$167. S. Burks second. Unanimously approved. S. Burks submitted bills for postcard stamps in the amount of \$179.20; slide for Fairbanks Lecture \$8; office supplies from Staples \$14.99; T-shirts from Fred Kahn with Menotomy Hunter and 150th Logo in the amount of \$202.50. Total \$404.69. H. Leavell made a motion to recommend that the corporation reimburse S. Burks in the amount of \$404.69. A. Taberner second. Unanimously approved. R. Chaput received a donation in the amount of \$5.27 from Elisabeth Taylor (50 copies of Fannie Farmer recipes and Vittoria Dallin parent photos). J. McGough submitted a bill from Nancy White for notecards in the amount of \$101.50. A. Taberner made a motion to recommend that the corporation pay Nancy White in the amount of \$101.50. S. Burks second. Unanimously approved. S. Burks received a bill from Patsy Kraemer in the amount of \$180 for 4.5 hour rental of town hall for the March 24, 2012 event. A. Taberner made a motion to recommend that the corporation pay the Town of Arlington \$180 for rental of town hall as stated above. T. Shaoul second. Unanimously approved. H. Leavell reported that the students from the Art Institute received quotes from 4 different vendors to print our letterhead, envelopes and business cards. The lowest estimate came in from BFS Daniels in the amount of \$1,475. H. Leavell made a motion that we go ahead with the printing of said stationery and business cards and also to recommend that the corporation pay BFS Daniels in the amount of \$1475. R. Chaput second. Unanimously approved. R. Chaput made a motion to accept the Treasurer's Report. A. Taberner second. Unanimously approved.

**Fundraising** - H. Leavell reported trying to put together a membership program or friends group. C. Sharbrough reported that she recently gave a talk to 30 people at Simmons College. Ms. Sharbrough reported that we just received a thank you note with a donation in the amount of \$80 from the Simmons group.

**Volunteer** - J. McGough distributed the volunteer report to the Trustees. Mr. McGough reported that we doubled our visitors in the first quarter from last year. 230 last year, 436 this year. There was a new article in the Boston Sunday Globe last week. Hopefully that will be more visitors. More good news, we have gained a new high school docent. S. Burks would like the docents e-mails to keep them updated. S. Burks made a motion to accept the Volunteer report. A. Taberner second. Unanimously approved.

**Sign** - H. Leavell reported that she will meet with the Art Institute students. They will be looking into sign and other marketing materials.

**150th Anniversary** - Tally from the Mormon Event in March. We basically broke even again. Approximately 150 people. The Mormon community brought cookie donations. The talk was well received. H. Leavell will send a thank you to Bishop Dredge for the reception at his home. A. Taberner reported on the April 29, 2012 Paul Revere Event. It will be held from 12:00 a.m. - 4:00 p.m. We will have two 15 minute talks (H. Leavell early, C. Sharbrough late). The City of Boston is providing Audio/Visual and fencing. Discussed presentation and items to bring that day. S. Burks and J. Bates will be available on that day also. A. Taberner will find out about parking. Middle School Art Contest - 17 pieces came in. C. Luca had surgery he may not be available for the May 12 event. We need help to hang pictures on Friday, May 4. J. Bates will help set up. S. Burks will check with Ann Marie Casey and Nancy Flynn to check on calendar. Need to invite people (school, parents, selectmen, etc) to the event. Need volunteers to keep gallery open during the month. June event - tabled until next month.

**Budget** - A. Taberner made motion to table discussion of budget until next meeting. H. Leavell second. Unanimously approved.

**Communications** - J. McGough received letter from Malcom Murray, Jr. that we have the loan of General Sherman for the next 8 years and then it will be up to his nephews to decide what happens next. H. Leavell will send a note of thanks to Mr. Murray. Mr. McGough also reported that Claire Sullivan Haley, a student of Cyrus E. Dallin, visited the Museum and brought with her a photo of a painting done by her granddaughter of the "Appeal to the Great Spirit". She asked if the Museum would like it as a donation. The discussion was tabled. J. Bates will research collection/acquisition policies. R. Chaput reported received e-mail from Paul Kent from Kent Insurance Company. They would like to have a shadow image of the Menotomy Hunter on their letterhead. Will have him contact Town Hall.

**Marketing** - Students from the Art Institute are designing rack card, gallery guide and membership brochure.

**New Business** - J. McGough reported that the Crosby School was going to be sold. The Town owns the flagpole and the bas relief of "The Teacher Mary Scanlan". They are in negotiation. Tom Britt, President of the Corporation for the Dearborn Academy in East Arlington, said if the bas relief is no longer desired, it will be taken down and brought to the Dallin Museum. S. Burks - We are renewed members of the Arlington Chamber of Commerce and advised the Board of some of the upcoming events. S. Burks reported that East Cambridge Savings Bank would allow us to leave information on their community table. S. Burks reported that ACMI did film the Turley event. They would like us to join as town members for \$55. A. Taberner made a motion to renew ACMI membership in the amount of \$55. H. Leavell second. Unanimously approved. Nominations - A. Taberner made a motion to nominate J. Bates as Trustee for 3 years. T. Shaoul second. Unanimously approved. H. Leavell made a motion to re-elect A. Taberner to another three year term as Trustee. S. Burks second. Unanimously approved.

Meeting adjourned at 9:55 p.m  
Terry Shaoul, Recording Secretary